

## REFECTORY POLICY

- Net cards must be shown to a relevant member of staff on duty before entering the Refectory.
- If you have forgotten your net card a temporary one can be obtained from the School Office. New net cards are obtained from the School Office.
- If you do not normally have a main meal but would like to purchase a school lunch, a ticket can be bought from the School Office.
- For all students eating in the Refectory, entrance is by the main doors and exit by the side door.
- The School lunch order (advertised on the Song Sheet each day) must be followed and only students with an early lunch card will be able to enter the Refectory earlier than stated on the Song Sheet.
- Unless you have an early lunch pass, do NOT go direct to the Rutherford Building but go straight to the relevant Common Room at 1.05pm before being taken into lunch AFTER the relevant pips have sounded.
- When queuing there must be no pushing, queue jumping or “saving places”! Stand in the taped gangways in an orderly fashion.
- The turnstile is manned by a member of staff and you will be directed as to when you may go through.
- Collect your cutlery, main meal and dessert together with a tray provided.
- All crockery and cutlery **MUST** be returned on the tray to one of the many tray trolleys in the Refectory.
- During fine weather, the patio area will be open for you to use. All crockery, cutlery (and any litter) **MUST** be cleared away after use as above.
- If you have a spillage, in the first instance report it to a member of the catering staff. You will then be asked to clean the spillage up.
- Once you have finished your meal, please leave the Refectory via the side entrance in order for someone else to have their meal.
- Remember the Lunchtime Supervisors are there to help and guide you during lunchtime. They are **NOT** there to clear up after you.